Document Standards

1. **A Note to the Reader:** The information included in version 3.4 of the COD Technical Reference applies to *Full Participants* in the 2002-2003 year of Common Origination and Disbursement (COD) only. You are considered a Full Participant if you will be submitting the Common Record in the new XML format instead of the fixed file formats. The purpose of this document is to support 2002-2003 Full Participants in this transition to using a single Common Record instead of the multiple layouts for origination and disbursement for the Pell Grant and Direct Loan programs currently used. This document is an accurate reflection of the COD System at the time of the document's publication.

As of April 29, 2002, schools should call the COD School Relations numbers with any questions concerning the material in this document. Staff is available Monday through Friday, 8 am –8 pm Eastern Time.:
   o   1-800-474-7268 for Pell Grant assistance
   o   1-800-848-0978 for Direct Loan assistance

2. **Style Standards:** Throughout the document when a new COD term or concept is introduced it is italicized and is an indication to locate the term in the glossary.

3. **Content Standards:** This document contains technical information about the COD System, as well as some functional information surrounding the COD Process. Specific business rules are described in the Implementation Guide chapter.